

Government of Madras

HOME DEPARTMENT (EDUCATION)

~~73~~
G.O. No. 1472, 20th November 1918

Teaching grants

Approving generally a scheme for the payment of — to aided elementary schools in quarterly instalments by postal money order.

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N. P. ORIGINAL.
Government of Madras

HOME DEPARTMENT (EDUCATION)

G.O. No. 1472, 20th November 1918

Teaching grants

Approving generally a scheme for the payment of — to aided elementary schools in quarterly instalments by postal money order.

READ—the following papers:—

I

Letter—from the Hon'ble Mr. J. H. STONE, M.A., F.R.H.S., C.I.E., Director of Public Instruction.

To—the Secretary to Government, Home (Education) Department.

Dated—Madras, the 25th March 1918.

No.—R.C. 2075/17.

With reference to G.O. No. 703, Home (Education), dated 28th May 1917, and in continuation of my reply R.C. No. 2075/17, dated 14th February 1918, I have the honour to state that as the system of disbursement of grants to elementary schools by Tahsildars through village officers has been found to be impracticable the system of disbursing them by postal money order is the only other scheme I can think of. The salaries of Board schoolmasters and of other local fund servants who live at a distance from the headquarters of the taluk are now disbursed by means of money orders from the taluk offices. This offers some analogy for guidance and it has been reported that the majority of the schools admitted to the monthly payment system during 1916-17 have post offices within a distance of five miles and that the number of such schools which are distant more than ten miles from the nearest post office is only a few for each district. I submit therefore for the consideration of Government the following proposals for disbursing teaching grants to aided elementary schools by postal money order and request that if Government consider them worth a trial, the enclosed draft notification * with appendices may be substituted for the one approved in G.O. No. 903, Educational, dated 30th July 1914, and published in the *Fort St. George Gazette*.

* Not printed.

2. It may be possible to introduce the scheme as an experimental measure in four districts and if it proves successful to extend it to the other districts in the Presidency. I have selected the same districts in which the previous system of monthly payment at the treasury was tried. As stated in paragraph 2 of my letter R.C. No. 5852/13, dated 7th July 1914, I do not propose to extend the system to schools in municipalities which have made partial provision in their budgets for payment of teaching grants to elementary schools.

3. I propose in the scheme that the Assistant Inspectors of Schools in the case of boys' schools and the Inspectresses of Girls' schools in the case of girls shall draw the grants from the treasury and remit them to the correspondents of the schools. In order to avoid the handling of cash by the Assistant Inspectors and the Inspectresses in drawing the money from the treasury and then sending it to the post office with the money-order forms filled up and by the postmaster who will have to receive the amounts specified in all the money-order forms and then remit the same back to the treasury at the close of the day, I request that Treasury Officers may be authorized to issue a cheque or warrant for the amounts billed for by the Assistant Inspectors or Inspectresses, which will be accepted by the local postmaster in lieu of cash for the

amounts specified in the money-order forms. The Assistant Inspector or Inspectress will then have to forward to the post office this cheque or warrant along with the money-order forms duly filled up together with the commission due on the several money orders. I think that this money-order commission should be met by Government as it would be unfair to ask the correspondents of the schools to bear it. It may be treated as contingent expenditure of the Assistant Inspector's or Inspectress's office, if Government cannot find their way to address the Government of India, if necessary, to exempt such money orders from payment of commission, which is only payment from one pocket of Government to another.

4. The Postmaster-General may perhaps be consulted as to how far the smaller post offices could actually deliver the money orders in schools situated at some distance from the post office. There may be difficulties in doing this, especially if the scheme were extended to districts such as Ganjam. In some cases of course the postmaster will also be the teacher.

5. The amount of money-order commission is estimated to come to Rs. 30 per mensem for each district and if Government decide that it should be paid for in cash the permanent advances for the offices of the Assistant Inspectors of Schools and Inspectresses of Girls' Schools will have to be raised by this amount.

6. The scheme will also involve additional work in their offices, and if Government approve of the scheme, it seems desirable that certain additional entries be printed in the money-order form prescribed by the post office to save clerical work. I herewith submit a sample form with the additional entries proposed to be printed and request that the sanction of the Director-General of Posts and Telegraphs may be obtained, if necessary, for incorporating these entries in the printed form. The entries are now proposed in English. It may perhaps be desirable to have some of these entries printed in the current vernacular of the district in which the form is to be used; but this may be considered later, if the scheme proves successful. About 200 schools on the average are likely to be admitted to the system in each district and the number of money-order forms that will be required for a year will be 8,000.

II

Endorsement No. 696/B-1, Home (Education), dated 5th April 1918.

Referred to the Accountant-General for early remarks.

L. D. SWAMIKANNU,
Acting Secretary to Government.

To the Accountant-General with a copy of the Director's letter and its enclosures to be returned.

III

Letter— from the Hon'ble Diwan Bahadur L. D. SWAMIKANNU PILLAI AVARGAL,
I.S.O., Acting Secretary to Government, Home (Education) Department.
To—the Postmaster-General, Madras.
Dated—the 5th April 1918.
No.—696/B-2.

I am directed to forward a copy of the letter from the Director of Public Instruction, Madras, R.C. No. 2075/17, dated the 25th March 1918, together with its enclosures recommending the introduction in selected areas of a scheme for the payment of teaching grants to aided elementary schools by postal money-order and to request that you will be so good as to favour Government with your remarks on paragraphs 3, 4 and 6 thereof, at an early date.

IV

Letter—from U. L. MAJUMDAR, Esq., Officiating Accountant-General, Madras.
To—the Secretary to Government, Home (Education) Department.
Dated—the 21st May 1918.
No.—T.M. 23-3176.

With reference to your Endorsement No. 696/B-1, dated the 5th April 1918, referring for my remarks a copy of letter from the Director of Public Instruction,

Madras, R.C. No. 2075, dated the 25th March 1918, regarding the monthly disbursement of teaching grants to elementary schools by postal money-order system, I have the honour to state that under the system at present in force, teaching grants to elementary schools, whether on behalf of teachers or of pupils, are paid only once at the close of each year on special bill forms separately for each school and duly receipted by the correspondents of the schools concerned, after being countersigned by the Inspecting Officers of the Educational Department. These bills are presented at the treasury and payments made in cash by the Treasury Officer. In regard to these payments, the Treasury Officer is responsible to see that the bill is in order, that it is duly receipted and countersigned by the Inspecting Officer and that the payment is made to the proper party. These checks are also applied in audit in this office. Thus under the present system, the work involved in the payment of teaching grants should be only once in a year the number of bills in each district (taking the payments in Guntur) being about 1,025 involving an expenditure of about Rs. 1,25,000.

2. In the year 1914, however, a system of monthly payment of teaching grants was introduced in respect of certain schools in four districts under the sanction accorded in G.O. No. 903, Educational, dated 30th July 1914. This system was given a trial for two years in four selected districts only, and it entailed considerable extra work on the treasury and also on this office by increasing the number of bills by twelve times its original number. For instance, taking the Guntur district in which there were about 370 schools admitted to the grants under the monthly system, the number of bills paid by the treasury and audited by this office in one year in respect of these schools were $12 \times 370 = 4,440$, whereas under the ordinary system they would have been only 370 in one year. In these cases, the Treasury Officers had to examine each monthly coupon as payments were made monthly and prepare separate schedules for each taluk. All these coupons had to be audited in this office and each payment had to be posted in the audit register under the respective months concerned and against the school to which the amount related. Besides, not infrequently retrenchment orders used to be issued by the Inspecting Officer withdrawing or holding in abeyance the whole or any portion of the monthly grant payable to a certain institution. These had to be noted in the audit registers and the recoveries watched.

After all, the amount of monthly grant payable to each school was small, being in most cases below Rs. 25. But the system of these monthly payments in the manner in which it was then proposed was very much complicated for the purpose of audit, but was nevertheless accepted as it was proposed only for a trial for two years and only in four districts.

3. Now the Director of Public Instruction has proposed a revised scheme of monthly payment by the money-order system. According to this system, it is stated that each Assistant Inspector or Inspectress of Schools would draw a consolidated bill at the beginning of each month for the total amount of grants payable for the preceding month and present it to the Treasury Officer for payment. The Treasury Officer will not, however, make any cash payment but will transfer the amount to the credit of the 'Post Office' by debit to the 'Educational Department' and advise the amount to the Postmaster concerned, furnishing also a receipt to the Assistant Inspector or Inspectress at the same time. The Inspecting Officer will fill in all money-order forms and send them to the Postmaster along with the treasury receipt. The Postmaster will issue money orders to the schools concerned to the extent of the amount advised by the Treasury Officer as being transferred to the credit of the 'Post Office'—vide in this connexion article 162 of the Local Fund Code.

In these money orders, no cash is involved and the transactions may be considered to be so far satisfactory. But there might occur many cases where the money order could not be delivered to the correspondents concerned owing to any casualty or absence from station or other causes. In such cases, the amount of money orders would be returned in cash to the remitter, viz., the Assistant Inspector or Inspectress as the case may be. There is, however, no information in the Director of Public Instruction's letter as to what arrangements would be proposed in order to see that these amounts are promptly refunded into the treasury or utilised for remittance in subsequent months by shortdrawal in the bill for that month.

4. Under the ordinary system of payment of teaching grants annually and under the system of monthly payment by coupons, separate bills are drawn for each school and accordingly both the Treasury Officer and this office examine the individual payments to each school and also see that there is proof of payment of the amount to the party concerned in respect of each school. In the draft notification now proposed by the Director of Public Instruction, it is stated that, although consolidated bills would be drawn by the Inspecting Officer, copies of the lists showing the monthly grants sanctioned for each school should be sent to the Accountant General and the Treasury Officers. Again, it is stated that retrenchment orders should be similarly communicated. It is not clear whether it is the intention of the Director of Public Instruction that the Treasury Officer or this office should check the monthly claim for each school with reference to the sanctioned list communicated as stated above and as modified by retrenchment orders subsequently issued, although consolidated bills are drawn by the Assistant Inspector himself. The system of monthly bills which applies to the grants on behalf of teachers only would, it is stated, continue for ten months in a year (April to January). The claim for the eleventh and twelfth months (viz., February and March) would be included in the bill for the grant due on behalf of pupils payable in March.

If it is the intention that individual payments for each school though admitted to the system of monthly payment should continue to be checked by this office, it would be necessary at the close of the year to prepare separate accounts for each school for the teaching grants payable on behalf of pupils, different from that for the balance of monthly grants payable on behalf of the teachers for the eleventh and twelfth months, so as to enable this office to see that the payments for the twelve months have been correctly made with reference to the retrenchment orders, if any, relating to the institutions. Such a procedure would however entail very much extra work in this office involving a detailed check of additional vouchers. The number of such vouchers will be 370 a year for every district like the Guntur district. This procedure would practically mean the payment of the schools on a monthly system as if they were Government schools with this disadvantage that audit would be not only monthly as in the case of ordinary establishment bills but will involve also a re-audit of payment of previous months and adjustment at the end of the year as in the case of final bills for 'works.'

5. In view of the extra work which the monthly bills and the audit of the individual payments of each school would involve on this office, I would respectfully suggest that this office may be absolved from the duty of checking that the payment due to each school has been correctly made and whether proof of payment has been obtained in each case, by requiring all money order acknowledgments to be sent to this office. These payments are regulated by departmental orders and perhaps the Assistant Inspector and the Inspectress might be entrusted with the responsibility of seeing that the amounts due to each school are correctly drawn, this office being required to exercise the check only with reference to the total monthly allotment for the district.

6. The Director of Public Instruction has further proposed that the money order acknowledgments should be sent to the Treasury Officer. But the Treasury Officer is not in a position to exercise any check over these documents and they are therefore not necessary for him. Nor are these payments recorded in the treasury so as to afford any facility for checking the money order acknowledgments when received.

I may add that in the case of contingent audit, this office is not now required to check receipts for sums less than Rs. 25.

7. Again in the case of scholarships and stipends, the amounts are drawn in lump by the heads of educational institutions. The receipts of the scholars or stipendiaries are not called for in audit and the check as to the proof of payment is exercised through the disbursement certificate furnished in the next bill. I would therefore suggest that the monthly teaching grant bills may be drawn by the Assistant Inspector or Inspectress in the same manner as scholarships or stipends. The Inspecting Officer need not receive cash payment from the treasury, but only a certificate stating that the amount has been transferred to the credit of the post office on the authority of which the Postmaster will issue money orders. The money order

acknowledgments, when received, may be filed in the office of the Inspecting Officer. A certificate to the following effect might be furnished in the next bill:—

Certified that the amounts drawn on the previous bills have been remitted to the parties concerned by money order and that the money order acknowledgments have been received and filed in this office and that in the case of money orders returned unpaid, the amounts have been refunded into the treasury.

As regards the alterations in the form of the money order suggested by the Director of Public Instruction, a reference might perhaps be made to the Postmaster-General, Madras.

V

Letter—from the Postmaster-General, Madras Circle.

To—the Secretary to Government, Home (Education) Department.

Dated—the 8th July 1918.

No.—MO. 11/21.

In continuation of this office letter No. MO.-11/21, dated the 7th June 1918, I have the honour to report as follows.

2. In the case of remittances by postal money orders of the salaries and capitulation allowances to the teachers of elementary schools, a local Treasury Officer's receipt for the amount of the money orders plus the money order commission thereon, is accepted by the post office in lieu of cash. The same procedure is followed in respect of remittances by postal money orders of the salaries of other local fund establishments, e.g., hospitals, choultries, etc. I am, therefore, of opinion that in the present case also the same procedure may be followed, i.e., the Treasury Officer's receipt should be for the amount of the money orders plus the money order commission. It would certainly be less convenient to accept the Treasury Officer's receipt, only for the amount of the money orders and cash for the money order commission.

3. If the amount of the money orders does not exceed Rs. 50, the money orders will be paid to the correspondents of schools in the villages by the village postmen serving them. But, if, on the other hand, the amount exceeds Rs. 50, an intimation only will be served on the correspondents who must arrange to take payment of the money orders at the post office.

4. Lastly, as regards the suggestion that the proposed entries be printed on the money order form (English), I would venture to suggest that the question may lie over till the measure which it is proposed to introduce is made permanent.

5. On hearing from you further in the matter, I shall place the proposal before the Director-General of Posts and Telegraphs.

Order—No. 1472, Home (Education), dated 20th November 1918.

The Government approve generally the scheme submitted by the Director of Public Instruction for the payment of teaching grants to aided elementary schools in instalments by postal money order subject to the modification that the grants may be disbursed quarterly instead of monthly and direct that it be tried as an experimental measure from the beginning of 1919-20 in one or two districts as the Director sees fit.

2. The following letter will be despatched to the Postmaster-General.

(True extract)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Director of Public Instruction.

.. Accountant-General.

.. Postmaster-General.

No. 1472, Home (Education), 20th November 1918

GOVERNMENT OF MADRAS

HOME DEPARTMENT

(Education.)

No. 1473

From

THE HON'BLE DIWAN BAHADUR

R. RAMACHANDRA RAO AVARGAL,

Secretary to the Government of Madras,

Home (Education) Department,

To

THE POSTMASTER-GENERAL,

MADRAS.

Dated Fort St. George, the 20th November 1918.

SIR,

With reference to paragraph 5 of your letter No. MO. 11/21, dated the 8th July 1918, regarding the scheme for the payment of teaching grants to elementary schools in instalments by postal money order, I am directed to forward for your information a copy of the proceedings of this Government No. 1472, Home (Education), dated the 20th November 1918, and to request you to be so good as to obtain the consent of the Director-General of Posts and Telegraphs to the introduction of the scheme from the beginning of 1919-20.

I have the honour to be,

Sir,

Your most obedient servant,

R. RAMACHANDRA RAO,

Secretary to Government.

NOTES CONNECTED WITH G.O. Nos. 1472-73, HOME (EDUCATION),
DATED 20TH NOVEMBER 1918.

[SUBJECT.—*Scheme for the payment of teaching grants in instalments.*]

HOME (EDUCATION) DEPARTMENT.

*From the Director of Public Instruction, R.C. No. 2075/17,
dated the 25th March 1918.*

From the Accountant-General, T.M. No. 23-3176, dated the 21st May 1918.

From the Postmaster-General, M.O. No. 11/21, dated the 7th June 1918.

From the Postmaster-General, M.O. No. 11/21, dated the 8th July 1918.

The scheme for the payment of *teaching grants* to aided elementary schools in monthly instalments is to be given a fresh trial. Payment by treasury was first tried and given up: payment by village officers having been found impracticable, disbursement by money order is now proposed (G.O. No. 703, dated 25th May 1917). The scheme in this regard submitted by the Director of Public Instruction requires modification in the light of the remarks of the Accountant-General and the Postmaster-General. Before attempting to note on the details of the scheme it is submitted that the remarks of the Accountant-General and the Postmaster-General may be forwarded to the Director of Public Instruction and he may be requested to modify the scheme in the light of those remarks and to submit a revised notification. When the revised scheme is received it may usefully be examined and the small differences of opinion, if any, existing among the officers concerned may be more easily reconciled. If this view is concurred in the following draft memorandum is for approval.

P.R.—20-7-18.

T.K.—22-7-18.

The scheme in general is not objected to either by the Postmaster-General or by the Accountant-General. The criticisms are directed mainly against the details of the scheme. Before we remit the scheme to the Director of Public Instruction for reconsideration of the details with reference to the observations of the Postmaster-General and the Accountant-General we should, I think, give the Director of Public Instruction at this stage an indication that we either approve or disapprove of it, for in the latter case there will practically be no use in the Director of Public Instruction discussing the details of a scheme which is eventually to be disapproved.

The scheme now proposed is only an experiment. It may be generally accepted and there seems to be no serious objection to it. The Director of Public Instruction's proposal involves a small extra expenditure. His proposal to meet the money order commission from Government funds instead of charging it to correspondents may be approved. The amount of grant to each school is itself small and a deduction therefrom on account of money order commission may not be fair. The Director of Public Instruction estimates the total amount for each district at Rs. 30 per mensem. The experiment is to be tried in four districts.

In this view, the file may be sent to Financial, for remarks, before remitting the scheme to the Director of Public Instruction for revision.

C. RAMANUJA ACHARIYAR—24-7-18.

The Accountant-General's report raises a distinct issue. If the system be approved, neither the treasury nor the audit officer can check payments or refunds of undisbursed money orders. Can the inspecting officer do this and how does the Department of Education propose to do the audit?

R. RAMACHANDRA RAO—25-7-18.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

If the system is approved, an audit which may be done in the Director of Public Instruction's office is necessary. Inspecting officers will have to prepare consolidated bills to which will be attached lists showing the names of the schools and the amounts of grants for which it is proposed to issue money orders. Money order acknowledgments and treasury chalangas for any sum of money refunded into the treasury will be submitted to the Director, who will have them checked with the lists received along with the consolidated bills. The certificate prescribed by the Accountant-General in paragraph 7 of his letter may also be embodied in the bill with the words "submitted to the Director of Public Instruction" substituted for "filed in this office", and with the words "in cash or by short drawal in the bill" added at the end.

2. With reference to paragraph 2 of the Postmaster-General's letter it would be more convenient if the Treasury Officer were to issue a receipt for the amount of the money order plus the commission. By so doing payment of commission in cash by inspecting officer would be avoided and there would be no need to recover the amount so spent in contingent bills.

A 3. If the work of audit is to be undertaken by the Director's office additional clerical establishment is necessary. Additional help will also be required by the inspecting officers concerned.

B 4. It may be pointed out that in the draft Elementary Education Bill payment of grants to elementary schools has been entrusted to the District Educational Councils, and it is for consideration whether this question may lie over for the present.

H. S. DUNCAN—19-8-18.

HOME (EDUCATION) DEPARTMENT.

If the scheme is to be approved additional clerical establishment will be required both in the Director's office and in the office of the Inspecting officers concerned (vide portion A above). What this is expected to cost is not stated. The money order commission alone is expected to cost Rs. 30 per mensem for each district or Rs. 120 per mensem for all the four districts together. It is for consideration whether the advantages to the managers will be commensurate with the additional expenditure which will have to be incurred by the Government in the shape of money order commissions and salaries of additional establishments required. If this is decided in the affirmative, the proposals may be forwarded to the Financial Department.

2. If, however, it is thought that the scheme is not worth the additional expenditure involved therein it is for consideration whether it may be allowed to lie over pending the passing into Act of the Education Bill, as suggested by Mr. Duncan at 'B' above.

P.R.—28-8-18.

T.K.—30-8-18.

It may take some time for the Education Bill to be passed into law finally and come into force. The present proposal is only an experiment and may probably be tried in the *meanwhile*. It is likely that the District Educational Councils who may have to remit grants, may consider the various means of doing so. The experience that may be gained by the experiment may be useful to the councils. The

experiment has been going on for some time; and by the process of elimination, the money order arrangement is now proposed for trial. To complete the experiments, this may also be tried.

A If it is approved to get on with the experiment the Director of Public Instruction will have to give us some idea of the total amount that may be needed in his office and in that of the inspector for conducting the audit.

C. RAMANUJA ACHARIYAR—2-9-18.

R. RAMACHANDRA RAO—3-9-18.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

The experiment is to be tried in four districts. It is suggested that a clerk on Rs. 20 per mensem be appointed in each Assistant Inspector's office. No additional clerical establishment seems necessary in the offices of Inspectresses as the number of girls' schools to be admitted to the monthly payment system is small. For checking work in the Director's office a clerk on Rs. 30 per mensem is wanted.

2. The Director has proposed that the money order commission for each district, amounting to Rs. 30 per mensem, should be met from Government funds. The total monthly cost is therefore $4 \times 20 + 30 + 120 = \text{Rs. } 230$.

3. I may mention that the experiment cannot be started this year as a certain amount of preparatory work has to be done, such as drawing up lists of schools to be admitted to the system.

H. S. DUNCAN—7-9-18.

HOME (EDUCATION) DEPARTMENT.

For orders as to whether the proposal may be accepted for trial. If so it may be sent to Financial for remarks. If it is ultimately decided to carry out the experiment it is better that the order issues now to enable the Director of Public Instruction to make the preliminary arrangements which he considers necessary to begin the work next year.

C.R.—12-9-18.

R.R.—13-9-18.

FINANCIAL DEPARTMENT.

The case relates to the experiment which is being tried in the matter of the payment to teachers in private elementary schools, of teaching grants in monthly instalments instead of at the end of the year.

2. With reference to a Resolution moved by the Hon'ble Mr. V. S. Srinivasa Sastri at the Legislative Council meeting of the 4th April 1913 (G.O. No. 611, Educational dated 26th May 1914) the Government decided to introduce the system of monthly payments of teaching grants at the treasury as an experimental measure in four districts (Guntūr, Bellary, Chingleput and Madura)—vide G.Os. No. 611, Educational, dated 26th May 1914 and No. 903, Educational, dated 30th July 1914. The scheme was in operation for two years 1915-16 and 1916-17 and the Director of Public Instruction considered that "it is no use continuing or extending the system of monthly payments at the treasury" (G.Os. No. 595, Educational, dated 31st May 1916 and No. 703, Educational, dated 28th May 1917).

3. The Director of Public Instruction was, however, asked in G.O. No. 703, Educational, dated 28th May 1917 to investigate the possibility of other methods of payment, viz.

- (1) payment by money order; and
- (2) payment by tahsildars through village officers.

In his letter, dated 14th February 1918, the Director remarked that method (2), viz., payment by tahsildars was not practicable.

4. The present file relates to method (1), viz., monthly payment of teaching grants by postal money order system, which is in force in the case of the payment of salaries of Board school masters and other local fund servants.

The Director of Public Instruction proposes to introduce the scheme as an experimental measure in the four districts (Guntūr, Bellary, Chingleput and Madura) and to extend it to other districts in the Presidency if it proves successful. The Director has also suggested that the money order commission should be met by Government as it would be unfair to ask the correspondents of the schools to bear it.

5. The scheme, in general (payments by postal money order) is not objected to either by the Accountant-General or the Postmaster-General.

The Accountant-General suggests that the auditing work connected with the payments should be transferred from his office to the Director's office while the Postmaster-General proposes that the treasury officer's receipt to be given to the post office should be for the amount of the money orders plus the money order commission.

6. The Director of Public Instruction (Mr. H. S. Duncan) in paragraph 4 of his note, dated 19th August 1918 on page 2 ante remarks :—

"It may be pointed out that in the Draft Elementary Education Bill payment of grants to elementary schools has been entrusted to the District Educational Councils and it is for consideration whether the question may lie over for the present."

If, however, it is decided that the experiment should be tried in the four districts before the Bill comes into force, the Director has given the following estimate of the cost involved :—

		Cost per annum. RS.
(a) Director's office	One clerk on Rs. 30 per mensem.	360
(b) Four Assistant Inspectors' offices.	One clerk on Rs. 20 per mensem for each of the four offices.	960
(c) Money order commission charges.	Rs. 30 per mensem for each of the four districts.	1,440
Cost per annum ...		2,760

If the system is eventually extended throughout the Presidency, the additional cost may be estimated to amount roughly to Rs. 20,000 per annum.

7. Orders are solicited

(1) whether the experiment may be tried in the four districts (cost about Rs. 2,760 per annum); or

(2) whether the question may lie over for the present, as the Draft Elementary Education Bill is under consideration.

V.G.K.—27-9-18.

Since [if] the administrative department wishes [presses for it] that the system

L.D.—28-9-18

should be given a *trial* from 1919-20 we may perhaps agree subject to a final decision when the Elementary Education Bill comes into effect.

J. M. HOOPER—27-9-18.

L. DAVIDSON—28-9-18.

HOME (EDUCATION) DEPARTMENT.

A draft order is submitted for approval.

2. Though the scheme is an experimental one, it appears desirable to embody its details in the Grant-in-Aid Code as was done on the last occasion—vide G.O. No. 903, Educational, dated the 30th July 1914. In the Code as now amended the original scheme is omitted as it was since given up.

P.R.—1-10-18.

N.K.—5-10-18.

C. RAMANUJA ACHARIYAR—8-10-18.

R. RAMACHANDRA RAO—9-10-18.

PRIVATE SECRETARY'S OFFICE.

His Excellency has had further opportunity of consulting Mr. Duncan on this question. The experiment of quarterly payments will be tried in one or if Mr. Duncan thinks it advisable in two districts. The draft should be revised accordingly.

(By order)

T. E. MOIR—8-11-18.

HOME (EDUCATION) DEPARTMENT.

The draft has been revised.

2. Since the scheme is to operate at present in only one district or at the most two it seems unnecessary to embody its details in the Grant-in-Aid Code. For the same reason and in view of the fact that the payment is to be made quarterly instead of monthly, as first proposed, it does not appear that any appreciable additions to clerical establishment either in the Director's office or in that of the Assistant Inspector concerned will be necessary. At any rate we need not invite any establishment proposals from the Director of Public Instruction. If additions are indispensable he will naturally come up. In this view paragraph 2 of the draft may be deleted.

3. It is presumed that His Excellency approves of the adoption of the money order system for payment.

E.A.V.—15-11-18.

S.A.—17-11-18.

C. RAMANUJA ACHARIYAR—18-11-18.

R. RAMACHANDRA RAO—19-11-18.

[G.O. Nos. 1472-73, Home (Education), dated 20th November 1918.]

Teaching Grants

Approving generally ~~the~~^a Scheme for the
of - to aided elementary schools in ^{the} ~~the~~ ^{months}
payments by postal money order.

READ AGAIN G.O. No. _____, dated _____, 191

191

READ ALSO:—

C. No. 6960, From the spg

Re, No. 2075/17, dated the 25-3-1916

22 111 B 22

A-g

" J.M. 23-3176 " " 2-S-197 "

1207 B

Rm. 1

11/21 7. 6. 19

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— 20 —

4/21 8-7-

ORDER

No. 1472 dated 20. XI. 191

Here

P.S

(Notes to be printed)

Subject to the modification
that the grants may be
disbursed quarterly
instead of monthly

one or two districts as
the Director sees fit.

The Govt. approve generally the scheme submitted by the D.P.S. for payment of teaching grants to aided elementary schools in ~~instalments~~ ^(by postal money order) and direct that it be tried as an experimental measure from the beginning of 1919-20 ~~in~~ ~~for~~ ~~did not~~ ~~disputed~~ ~~to~~ ~~him~~.

The Director is requested to submit
a draft of the amendments to Chapter
III of the Grant-in-aid Code^(revised) in accor-
ance with the observations of the A.G.
and the P.M.G. Madras, and also
(through the A.G.)
submit detailed proposals for the
 requisite establishments ~~to be~~
 entertained in connection with
 ~~the proposed conversion~~ into

The following letter will be despatched

P.M.G.

8/10/18

9/10/18

To

Recd 10/10/18
with Secy
29/10/18

The S.P.D. (7) with copies of AG's
A.G. (7) with copies of AG's
P.M.G. (7) with copies of AG's

No. 1472 dated 20.11.18

The Post-Master General,
Madras

With reference to para. 5 of your

No. M.O. 4/21 of the 8.7.18 regarding

scheme for the payment of teaching
into to elementary schools in
monthly instalments (by postal money order)

I am
pleased to forward for your infor-
mation a copy of the proceedings

this Govt. No. 1472 Home (Gen) of the 20th
November 1918 and to request you

to so good as to obtain the consent
of the Director General

of Post and Telegraphs as early as
possible

I have etc

8.10.18

9/10/18

to the introduction of the
scheme from 1919-20.

Draft Notification.

Substitute the following for the supplement to rule 22 Chapter III of the Grant-in-Aid Code, notified in Part I B of the Fort St. George Gazette dated 1-9-1914.

Rule 22 A-(1) A system of payment of teaching grants from provincial funds to elementary schools by monthly instalments shall be introduced as an experimental measure in the four districts of Guntur, Bellary, Chingleput and Madura with effect from the beginning of the official year 1918-19.

(ii) Monthly payments shall be made only to schools recognised and aided for the three years immediately preceding the official year to which the grant relates.

(iii) Only the schools shall be put on the list for monthly payments which have had no reduction of grant during these three years, other than for insufficiency of funds, closure on account of epidemics or other similar causes and the managers of which desire payment of the grant in monthly instalments.

(iv) The grant on behalf of teachers only shall be paid monthly and the total amount of this grant shall be calculated on the number of teachers on the 31st March preceding the official year to which the grant relates. Grant for average attendance of pupils shall be paid once a year and shall be included in the final assignment payment which shall become due on the 1st March after making any adjustments that closure of the school or irregular or inefficient working or changes in staff may render necessary.

Of (v) Early in April in each year the Inspector of the circle shall call upon the Assistant Inspectors of the districts concerned

to prepare a list of the elementary schools recommended by them to be included under the system. Such lists shall be submitted to the Inspector not later than 15th April. The Inspector shall then determine what schools shall be admitted to aid under the system after taking into account whether the schools recommended

6
fulfill the required conditions and the amount of monthly grant to be sanctioned for each school. He shall then publish a consolidated list in the prescribed form (Appendix B.B.) of such schools for each district not later than 1st May. Copies of the lists shall be ~~issued~~ issued to the Accountant General and Treasury officers concerned. The Inspectresses of Girls' schools ~~shall~~ ^{will} furnish the Inspectors with the necessary particulars regarding the Girls' schools to be admitted to the system.

(vi) The Inspector of the circle shall, as soon as the list of schools to be admitted to aid under the system for each district is approved by him, communicate to the Assistant Inspector of schools of the district and to the correspondents concerned the amount of monthly grants sanctioned for their schools. The Assistant Inspector of schools in the case of Boys' schools and the Inspectress of Girls' schools in the case of Girls' schools shall at the beginning of the month of May and at the beginning of each of the succeeding nine months draw from the treasury the ~~total~~ total amount required for payment of grant for the preceding ~~grant~~ month to the schools in the district and remit the same to the correspondents of the schools concerned by postal money order.

They should collect the money order acknowledgments due from the correspondents concerned and forward them before the close of the month to the Treasury officer concerned as vouchers ~~of~~ ^{for} the amount already drawn by them at the beginning of the month. Any amounts returned undelivered owing to the death or absence of the correspondent from the locality should be refunded into the treasury either in cash or by short drawal in the amount to be billed for in the succeeding month. The grants due for the months of February and March should not be drawn and remitted to the correspondents as for the ~~for~~ other months but should be included in the bill for the final payment of the grant to the school to be issued by the Assistant Inspector of schools of the district in the prescribed form (Appendix D) at the beginning of March after the assignment lists have been sanctioned. The amount of such bill will be the difference between the total grant on behalf of teachers and attendance of pupils assigned ^{to} the school and the total amount of grant remitted to the correspondent by money order during the preceding ten months. Such bills shall

7
be signed by the correspondents and presented either in person or through a person known to the treasury officials for payment without delay and in any case before March 15th.

(vii) The Inspector of the circle concerned shall have absolute power to suspend the system in any particular case, where he considers that the payment is not being earned. He shall also be empowered to order any retrenchment in the course of the year in the amount of monthly grant sanctioned by him for any school. Such retrenchment orders should immediately be communicated by him in the prescribed form (Appendix X) to the Assistant Inspector of the district, the correspondent of the school, the Accountant General and the Treasury officer concerned. The Assistant Inspector will thereafter draw the reduced amount of grant and remit the same by money order to the correspondent.

8
Appendix B.B.

Consolidated list of the elementary schools in the -----district
admitted to the system of payment of monthly teaching grants and the
amount of monthly grant sanctioned for them by the Inspect of
schools, Circle, for the year 191-----191 .
District.

Serial Number.	Name and description of school and locality	Name of correspondent	Amount of monthly grant.	Re- marks
			Rs.	

Note:-The schools should be arranged according to Municipalities
and taluks.

Station
Date Inspect of schools,
Circle.

To the Assistant Inspector of schools-----District.
.. Treasury officer,
.. Accountant General, Madras

Franklin Ave. St.
Baltimore
Baltimore

1870

APPENDIX X.

No. *Retrenchment slip.*
Office of the Inspector of
Schools, Circle.
191 .
The Correspondent,
School,
is informed that
sum of Rs. has been retrenched
withheld
in the amount of teaching grant
to the school for the month of
191 in warrant No. ,
on account of
of Schools,
Circle.
Inspector of Schools,
Accountant-General,
be Treasury Officer
ormation.
Schools,
Circle.

No.	<i>Retrenchment slip.</i>
Office of the Inspector of Schools,	Circle.
The Correspondent,	191 .
	School,
a sum of Rs.	is informed that
from the amount of teaching grant	has been ^{retrenched} _{withheld}
allotted to the school for the month of	
191 in warrant No.	
dated	on account of
<i>Inspector of Schools,</i>	
	<i>Circle.</i>

No. *Retrenchment slip.* Office of the Inspector of Schools, Circle. 191 .

The Correspondent, School, is informed that a sum of Rs. *has been retrenched withheld* from the amount of teaching grant allotted to the school for the month of 191 in warrant No. *on account of* dated *Inspect of Schools, Circle.*

Copy to the *as in teaching grant*
Schools *to the Account General,*
Andruy, for information. *dictated*

Retrenchment slip.

No. Office of the Inspector of
Schools, Circle.

191 .

The Correspondent,

School,

is informed that

a sum of Rs. has been ^{retrenched}_{withheld}

from the amount of teaching grant

allotted to the school for the month of

191 in warrant No. ,

dated on account of

Inspector of Schools,

Circle.

the Accountant-General
Copy to the ~~Treasury~~ ^{Office},

for information.

Inspector of Schools,

Circle.

No. *Retrenchment slip.* Office of the Inspector of Schools, Circle. 191 . School.

The Correspondent, is informed that a sum of Rs. has been ^{retrenched} withheld from the amount of teaching grant allotted to the school for the month of 191 in warrant No. dated on account of

Inspector of Schools, Circle.

Copy to the ~~Accountant-General~~ *Madras,* and the Treasury Of for information. *Inspector of Schools*

Coupon for payment of teaching grants to elementary schools.

1. Number and date of warrant.
2. Name of school.
3. Name of correspondent.
4. Amount of monthly grant (in words also).
5. Month of claim.

Received payment.
Date (signature of correspondent.)
Pay. (signature of Treasury officer.)
Date

Coupon for payment of teaching grants to elementary schools.

1. Number and date of warrant.
2. Name of school.
3. Name of correspondent.
4. Amount of monthly grant (in words also).
5. Month of claim.

Received payment.
Date (signature of correspondent.)
Pay. (signature of Treasury officer.)
Date

Coupon for payment of teaching grants to elementary schools.

1. Number and date of warrant.
2. Name of school.
3. Name of correspondent.
4. Amount of monthly grant (in words also).
5. Month of claim.

Received payment.
Date (signature of correspondent.)
Pay. (signature of Treasury officer.)
Date

Coupon for payment of teaching grants to elementary schools.

1. Number and date of warrant.
2. Name of school.
3. Name of correspondent.
4. Amount of monthly grant (in words also).
5. Month of claim.

Received payment.
Date (signature of correspondent.)
Pay. (signature of Treasury officer.)
Date

Month-stamp

Oblig M. O. Stamp on front.

A. O. Stamp

No.

Date

Rs.

As.

(In words)

FOR

Issuing Postmaster.

M. O. Clerk.

Received the sum specified above.

Signature of witness to be taken before when the payee is illiterate and in all cases when payment is made by a village postman or to a pardanashin woman on her own signature.

Date

Signature of Witness.

Signature (in ink) of payee or thumb-impression, if payee is illiterate.
Paid by me, on

Signature and designation of officer who paid the amount.

Round M. O. stamp authorizing payment.

Oblig M. O. stamp on payment.

All the entries below to be filled up by the remitter.

Amount

(in words)

Name and

address of

the payee

(in full)

Date

ACKNOWLEDGMENT. (On Postal Service)

Name of payee

Amount of order (in figures) Rs.

As.

Name and address of remitter.

Date stamp of the office of payment

Name stamp of the office of issue

CUPON - The remitter may write here any communication to the payee

Please receive the amount being the teaching grant sanctioned for the Elementary School under your management for the month of

Assistant Inspector of Schools District

Received the sum specified above on the sum of Rs. 10/- being the teaching grant sanctioned for the Elementary School under my management for the month of

Correspondent Elementary School

M. O.—8.

ON POSTAL SERVICE.

INDIAN MONEY ORDER.

To
The Postmaster,

S. O.
H. O.

Fold here

N.B.—This blank space should be used for the post-marks of the offices of posting and delivery.

Fold here

The Post Office is not responsible for the payment of a money-order to a person other than the rightful payee, if such wrong payment arises out of incorrectness or incompleteness of the name or address of the payee as written by the remitter.

If the payee of a money-order cannot be found, the amount of the order will be paid to the remitter.

Postmen are strictly forbidden to accept any fee or gratification from payees of money-orders.

Before obtaining payment of the money-order the payee must sign it and the acknowledgment, and return the form to the postman after cutting off this coupon which should be retained by him (the payee)

Lal Chand & Sons, Calcutta—60—Reg 1017 P O—6-3-16—3,27,00,000

Section II 8 (c).—12-1-16.

NOTES.

Page 12

Reminder

Home (Ex) Dept.

No. 696 B-3
22-5-18

Letter to,

The Post-Master General,
Madras.

Sir,

I am directed to invite attention

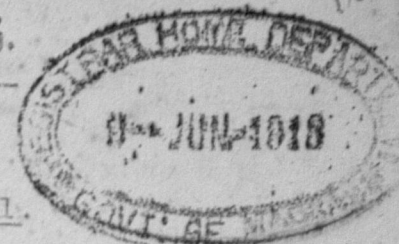
to this Govt's letter No. 696 B-2 of the 5th April 1918 regarding the scheme for the payment of teaching grants to aided elementary schools by postal money order and to enquire in what stage the matter now is and when a reply may be expected. I have to.

PP
21.5.18

CR
22/5/18

S.P.
From - 24.

19
Home (E.S.) No. 1207 B
10-3-18
16
Posts and Telegraphs.



No. MO-11/21.

From

THE POSTMASTER-GENERAL.

To

MADRAS CIRCLE

Number of enclosures

The SECRETARY to the GOVERNMENT of MADRAS,
Home (Education) Department,
Ootacamund.

Dated Madras, the 7 June, 1918.

Sir,

p. 12 ante.

With reference to your letter, No. 696 B-3,
dated the 22nd May, 1918, I have the honour to say that
the proposed scheme has been referred to the Deputy
Accountant-General, Posts and Telegraphs, Madras, for
remarks. On receipt of his reply the matter will have
to be placed before the Director-General, and it will
take some time before his orders approving the scheme
are received.

I have the honour to be,
Sir,
Your most obedient servant,

Cham

Cham
for POSTMASTER-GENERAL.

Docs. accg:-

Nil.

tss/5-5-18.

Home
(Sd.)

Page

The P. M. G.'s final
reply may be awaited; that
officer will be reminded on
1st Aug. 1918, if the report is
not received earlier.

12-6-18

14

7-141
5-DEC-1918
17

NOTES CONNECTED WITH G.O. Nos. 1472-73, HOME (EDUCATION),
DATED 20TH NOVEMBER 1918.

[SUBJECT.—Scheme for the payment of teaching grants in ~~monthly~~ instalments.]

HOME (EDUCATION) DEPARTMENT.

From the Director of Public Instruction, R.C. No. 2075/17,
dated the 25th March 1918.

From the Accountant-General, T.M. No. 23-3176, dated the 21st May 1918.

From the Postmaster-General, M.O. No. 11/21, dated the 7th June 1918.

From the Postmaster-General, M.O. No. 11/21, dated the 8th July 1918.

The scheme for the payment of teaching grants to aided elementary schools in monthly instalments is to be given a fresh trial. Payments by treasury was first tried and given up: payment by village officers having been found impracticable, disbursement by money order is now proposed (G.O. No. 703, dated 25th May 1917). The scheme in this regard submitted by the Director of Public Instruction requires modification in the light of the remarks of the Accountant-General and the Postmaster-General. Before attempting to note on the details of the scheme it is submitted that the remarks of the Accountant-General and the Postmaster-General may be forwarded to the Director of Public Instruction and he may be requested to modify the scheme in the light of those remarks and to submit a revised notification. When the revised scheme is received it may usefully be examined and the small differences of opinion, if any, existing among the officers concerned may be more easily reconciled. If this view is concurred in the following draft memorandum is for approval.

P.R.—20-7-18.

T.K.—22-7-18.

The scheme in general is not objected to either by the Postmaster-General or by the Accountant-General. The criticisms are directed mainly against the details of the scheme. Before we remit the scheme to the Director of Public Instruction for reconsideration of the details with reference to the observations of the Postmaster-General and the Accountant-General we should, I think, give the Director of Public Instruction at this stage an indication that we either approve or disapprove of it, for in the latter case there will practically be no use in the Director of Public Instruction discussing the details of a scheme which is eventually to be disapproved.

The scheme now proposed is only an experiment. It may be generally accepted and there seems to be no serious objection to it. The Director of Public Instruction's proposal involves a small extra expenditure. His proposal to meet the money order commission from Government funds instead of charging it to correspondents may be approved. The amount of grant to each school is itself small and a deduction therefrom on account of money order commission may not be fair. The Director of Public Instruction estimates the total amount for each district at Rs. 30 per mensem. The experiment is to be tried in four districts.

In this view, the file may be sent to Financial, for remarks, before remitting the scheme to the Director of Public Instruction for revision.

C. RAMANUJA ACHARIYAR—24-7-18.

2 NOTES TO G.O. Nos. 1472-73, HOME (EDUCATION), 20TH NOVEMBER 1918
The Accountant-General's report raises a distinct issue. If the system be approved, neither the treasury nor the audit officer can check payments or refunds of undischarged money orders. Can the inspecting officer do this and how does the Department of Education propose to do the audit?

R. RAMACHANDRA RAO—25-7-18.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

If the system is approved, an audit which may be done in the Director of Public Instruction's office is necessary. Inspecting officers will have to prepare consolidated bills to which will be attached lists showing the names of the schools and the amounts of grants for which it is proposed to issue money orders. Money order acknowledgments and treasury chalangas for any sum of money refunded into the treasury will be submitted to the Director, who will have them checked with the lists received along with the consolidated bills. The certificate prescribed by the Accountant-General in paragraph 7 of his letter may also be embodied in the bill with the words "submitted to the Director of Public Instruction" substituted for "filed in this office", and with the words "in cash or by short drawal in the bill" added at the end.

2. With reference to paragraph 2 of the Postmaster-General's letter it would be more convenient if the Treasury Officer were to issue a receipt for the amount of the money order plus the commission. By so doing payment of commission in cash by inspecting officer would be avoided and there would be no need to recover the amount so spent in contingent bills.

3. If the work of audit is to be undertaken by the Director's office additional clerical establishment is necessary. Additional help will also be required by the inspecting officers concerned.

4. It may be pointed out that in the draft Elementary Education Bill payment of grants to elementary schools has been entrusted to the District Educational Councils, and it is for consideration whether this question may lie over for the present.

H. S. DUNCAN—19-8-18.

HOME (EDUCATION) DEPARTMENT.

If the scheme is to be approved additional clerical establishment will be required both in the Director's office and in the office of the Inspecting officers concerned (vide portion A above). What this is expected to cost is not stated. The money order commission alone is expected to cost Rs. 30 per mensem for each district or Rs. 120 per mensem for all the four districts together. It is for consideration whether the advantages to the managers will be commensurate with the additional expenditure which will have to be incurred by the Government in the shape of money order commissions and salaries of additional establishments required. If this is decided in the affirmative, the proposals may be forwarded to the Financial Department.

2. If, however, it is thought that the scheme is not worth the additional expenditure involved therein it is for consideration whether it may be allowed to lie over pending the passing into Act of the Education Bill, as suggested by Mr. Duncan at 'B' above.

P.R.—28-8-18.

T.K.—30-8-18.

It may take some time for the Education Bill to be passed into law finally and come into force. The present proposal is only an experiment and may probably be tried in the *meanwhile*. It is likely that the District Educational Councils who may have to remit grants, may consider the various means of doing so. The experience that may be gained by the experiment may be useful to the councils. The

19

NOTES TO G.O. Nos. 1472-73, HOME (EDUCATION), 20TH NOVEMBER 1918 3
experiment has been going on for some time; and by the process of elimination, the money order arrangement is now proposed for trial. To complete the experiments, this may also be tried.

If it is approved to get on with the experiment the Director of Public Instruction will have to give us some idea of the total amount that may be needed in his office and in that of the inspector for conducting the audit.

C. RAMANUJA ACHARIYAR—2-9-18.

R. RAMACHANDRA RAO—3-9-18.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

The experiment is to be tried in four districts. It is suggested that a clerk on Rs. 20 per mensem be appointed in each Assistant Inspector's office. No additional clerical establishment seems necessary in the offices of Inspectresses as the number of girls' schools to be admitted to the monthly payment system is small. For checking work in the Director's office a clerk on Rs. 30 per mensem is wanted.

2. The Director has proposed that the money order commission for each district, amounting to Rs. 30 per mensem, should be met from Government funds. The total monthly cost is therefore $4 \times 20 + 30 + 120 = \text{Rs. } 230$.

3. I may mention that the experiment cannot be started this year as a certain amount of preparatory work has to be done, such as drawing up lists of schools to be admitted to the system.

H. S. DUNCAN—7-9-18.

For orders as to whether the proposal may be accepted for trial. If so it may be sent to Financial for remarks. If it is ultimately decided to carry out the experiment it is better that the order issues now to enable the Director of Public Instruction to make the preliminary arrangements which he considers necessary to begin the work next year.

C.R.—12-9-18.

R.R.—13-9-18.

FINANCIAL DEPARTMENT.

The case relates to the experiment which is being tried in the matter of the payment to teachers in private elementary schools, of teaching grants in monthly instalments instead of at the end of the year.

2. With reference to a Resolution moved by the Hon'ble Mr. V. S. Srinivasa Sastri at the Legislative Council meeting of the 4th April 1913 (G.O. No. 611, Educational, dated 26th May 1914) the Government decided to introduce the system of monthly payments of teaching grants at the treasury as an experimental measure in four districts (Guntūr, Bellary, Chingleput and Madura)—vide G.Os. No. 611, Educational, dated 26th May 1914 (page 10) and No. 903, Educational, dated 30th July 1914. The scheme was in operation for two years 1915-16 and 1916-17 and the Director of Public Instruction considered that "it is no use continuing or extending the system of monthly payments at the treasury" [G.O. No. 595, Educational, dated 31st May 1916 (page 2) and G.O. No. 703, Educational, dated 28th May 1917, (page 2)].

3. The Director of Public Instruction was, however, asked in G.O. No. 703, Educational, dated 28th May 1917 to investigate the possibility of other methods of payment, viz.

- (1) payment by money order; and
- (2) payment by tahsildars through village officers.

In his letter, dated 14th February 1918, the Director remarked that method (2), viz., payment by tahsildars was not practicable.

4. The ~~current~~ file relates to method (1), viz., monthly payment of teaching grants by postal money order system, which is in force in the case of the payment of salaries of Board school masters and other local fund servants.

The Director of Public Instruction proposes to introduce the scheme as an experimental measure in the four districts (Guntūr, Bellary, Chingleput and Madura) and to extend it to other districts in the Presidency if it proves successful. The Director has also suggested that the money order commission should be met by Government as it would be unfair to ask the correspondents of the schools to bear it.

5. The scheme, in general (payments by postal money order) is not objected to either by the Accountant-General (~~pages 17-18 of current file~~), or the Postmaster-General (~~pages 20-21, current file~~).

The Accountant-General suggests that the auditing work connected with the payments should be transferred from his office to the Director's office (~~pages 17-18, current file~~), while the Postmaster-General proposes that the treasury officer's receipt to be given to the post office should be for the amount of the money orders plus the money order commission.

6. The Director of Public Instruction (Mr. H. S. Duncan) in paragraph 4 of his note, dated 19th August 1918 on page 2 ante remarks:—

"It may be pointed out that in the Draft Elementary Education Bill payment of grants to elementary schools has been entrusted to the District Educational Councils and it is for consideration whether the question may lie over for the present."

If, however, it is decided that the experiment should be tried in the four districts before the Bill comes into force, the Director has given the following estimate of the cost involved:—

		Cost per annum. RS.
(a) Director's office	One clerk on Rs. 30 per mensem.	360
(b) Four Assistant Inspectors' offices.	One clerk on Rs. 20 per mensem for each of the four offices.	960
(c) Money order commission charges.	Rs. 30 per mensem for each of the four districts.	1,440
Cost per annum ...		2,760

If the system is eventually extended throughout the Presidency, the additional cost may be estimated to amount roughly to Rs. 20,000 per annum.

7. Orders are solicited

(1) whether the experiment may be tried in the four districts (cost about Rs. 2,760 per annum); or

(2) whether the question may lie over for the present, as the Draft Elementary Education Bill is under consideration.

V.G.K.—27-9-18.

Since [if] the administrative department wishes [presses for it] that the system should be given a *trial* from 1919-20 we may perhaps agree subject to a final decision when the Elementary Education Bill comes into effect.

L.D.—28-9-18,

J. M. HOOPER—27-9-18.

L. DAVIDSON—28-9-18.

NOTES TO G.O. No. 1472, HOME (EDUCATION), 20TH NOVEMBER 1918 5
HOME (EDUCATION) DEPARTMENT.

A draft order is submitted for approval.

2. Though the scheme is an experimental one, it appears desirable to embody its details in the Grant-in-Aid Code as was done on the last occasion—vide G.O. No. 903, Educational, dated the 30th July 1914. In the Code as now amended the original scheme is omitted as it was since given up.

P.R.—1-10-18.

N.K.—5-10-18.

C. RAMANUJA ACHARIYAR—8-10-18.

R. RAMACHANDRA RAO—9-10-18.

PRIVATE SECRETARY'S OFFICE.

His Excellency has had further opportunity of consulting Mr. Duncan on this question. The experiment of quarterly payments will be tried in one or if Mr. Duncan thinks it advisable in two districts. The draft should be revised accordingly.

(By order)

T. E. MOIR—8-11-18.

HOME (EDUCATION) DEPARTMENT.

The draft has been revised.

2. Since the scheme is to operate at present in only one district or at the most two it seems unnecessary to embody its details in the Grant-in-Aid Code. For the same reason and in view of the fact that the payment is to be made quarterly instead of monthly as first proposed, it does not appear that any appreciable additions to clerical establishment either in the Director's office or in that of the Assistant Inspector concerned will be necessary. At any rate we need not invite any establishment proposals from the Director of Public Instruction. If additions are indispensable he will naturally come up. In this view paragraph 2 of the draft may be deleted.

3. It is presumed that His Excellency approves of the adoption of the money order system for payment.

E.A.V.—15-11-18.

S.A.—17-11-18.

C.R.—18-11-18.

R.R.—19-11-18.

[G.O. No. 1472, Home (Education), dated 20th November 1918.]

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

DEPARTMENT.

Current No., dated..... 191

G.O. No. 1472-73 dated 20-11-1918.

(b)
 Number of MS. pages sent { Correspondence... 23 (Twenty-three)
 (b)
 Notes... 12 (Twelve)

Brief subject... *Vide draft sheet*

(e) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press).
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Financial Dept.			
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INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink and made chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(b¹) For rules regarding printing of notes, see rule 315 of the office Manual.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Registrar any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, only the first time when they appear on the left side, the initials alone being printed later.

TO PRESS, MADRAS QOTY.

A
Please send proof in duplicate. The papers have been carefully edited.

Referencer.
Clerk.

Supdt.

B
Proof returned corrected. Please strike off and send number of copies as indicated.

Type may be released after usual interval at once.

Referencer.
Clerk.

Supdt.

C
As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated.

Type may be released after usual interval.

Referencer.
Clerk.

Supdt.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	27/11/15
First proof furnished on.....	SD
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	
Final copies supplied on.....	27/11

Account of copies.	Complete copies.	Notes.	Issue copies.	Special E.T. edition.
Supplied to Secretariat for Record.....				
" " " Issue.....				
" " " for Extra E.T. copies to supply requisitions for sale to the public.				4
For Volumes.....				
For supply to newspapers and institutions admitted to the privileges of the E.T.				
Total ...				